



Volunteer Fingerprinting Verification

Your volunteer status with the City of Scottsdale is contingent upon successful completion of both a State and Federal background investigation. For this investigation, you must be fingerprinted. Your Federal and State criminal conviction check will be returned in approximately 8 weeks after your first day.

Please follow these instructions:

1. Go to Human Resources to be fingerprinted.

City of Scottsdale Human Resources

7575 E. Main (two short blocks south of Indian School, turn west on Main – building is on the south side of street)

Phone: Contact Lisa Lelli at (480) 312-7226 if you have questions

Hours: Mondays – 8:00AM.

2. Have the technician sign below stating that you completed your fingerprinting.
3. Return this form to your supervisor with the rest of the Volunteer Packet forms.

Volunteer - Fingerprint Verification

Name of Volunteer: _____

Volunteer's Supervisor name: _____

Department Name: _____

Date Fingerprinted: _____

Select only one:

☐

Working w/Minors

☐

Working w/Elderly

☐

Working w/Disabled or Handicapped

☐

Working w/Other(s) including general public, office staff, etc.

Technician Signature: _____ Date: _____